

Town of Barrington
Firefighter/EMT
Position Description

Job Title: Firefighter/ EMT

Pay Range: \$34,233- \$36,111

Reports To: Fire Chief

Prepared By: Rick Walker

Division: Fire/EMS

Date: March 17, 2015

Classification: Full-Time Non-Exempt

Position Summary:

The position of Firefighter/EMT is a full time 42.5 hour per week position. The position consists of (5) 8.5 hour shifts M-F from 6:00-14:30 or 9:30-18:00 with each shift being on a 3 month rotation. The Firefighter/ EMT (Emergency Medical Technician) is responsible for the daily maintenance of the station, Fire and EMS (Emergency Medical Services) equipment including apparatus, as well as other general duties typical of a Firefighter and EMT. The Firefighter/EMT shall be responsible for performing, maintaining, and updating, a wide range of skills relating to fire prevention, life safety education, suppression, rescue, emergency medical services, hazardous materials operations, and related activities. The Firefighter/EMT shall also perform other duties as requested.

The very nature of this position requires response to emergency and non-emergency calls sometimes in extreme weather conditions, and extreme temperatures while wearing protective gear weighing in excess of 50 pounds. This position also requires heavy lifting, twisting, bending and standing for long periods of time. The demands of this job require the person performing these duties to remain reasonably physically fit.

Supervision Received and Exercised:

The Firefighter/EMT works under the supervision of the Fire Chief and the department chain of command. This position requires a person to be able to take verbal and or written instructions and safely perform the tasks requested. It is expected that the Firefighter/EMT shall use initiative and judgement in carrying out assignments, particularly in the absence of a supervisor. This position is reviewed by, observation of effectiveness of work performed, and by review of documentation produced. The Firefighter/EMT may on occasion, and in the absence of a senior officer, exercise supervision over subordinates at the scene of an emergency or during training sessions.

Essential Duties and Responsibilities

1. Responds to Emergency and Non-Emergency calls for service as required, including but not limited to emergency medical incidents, fire incidents, technical rescue incidents, or other hazard mitigation requests.
2. Provide top quality medical care to patients and maintain responsibility of the patient(s) until relieved by equal or higher medically trained personnel.
3. Assist in making sure that all EMS supplies are adequately stocked on the ambulance, fire apparatus, and in the storage closet.

4. Assist in making sure the Ambulance and related equipment is clean and functional at all times. Including but not limited to the patient compartment, stretcher, stair chair and cardiac monitor.
5. Firefighter/EMT shall have the ability to operate any and all auxiliary equipment, lay and connect fire hose lines, maneuver nozzles, direct hose streams, raise and climb ladders, use portable extinguishers, hand tools and other equipment in prescribed fashion, ensuring that such actions are consistent with the instructions of the fire ground incident commander, including salvage and overhaul operations.
6. Provide search and rescue, and venting operations as dictated by the incident commander.
7. Firefighter shall be able to proficiently operate the hydraulic rescue tools and related stabilizing equipment.
8. Shall make sure that any and all, in service apparatus and equipment is clean and ready to operate at all times.
9. Be able to drive and safely operate the Ambulance, Fire Apparatus, and any other department vehicles.
10. Provide daily and monthly vehicle checks, basic maintenance of vehicles and related equipment as needed, Report major mechanical failures or difficulties to superior officers. Performs a wide variety of routine tasks in connection with the general housekeeping and maintenance of fire/rescue quarters and grounds.
11. Maintain protective clothing and other issued gear in a functional, safe, and presentable condition.
12. Have basic knowledge of municipal, commercial and private residence fire alarm systems and their components, including residential smoke, heat, and carbon monoxide detectors.
13. Complete written and computer generated reports as required, which may include ambulance billing. Incident pre-planning etc.
14. May perform inventory control of equipment and supplies, condition and life span of equipment and may be consulted on purchases of equipment.
15. Participate in regular group or individual training courses.
16. May perform in-service fire inspections and safety drills.
17. Educate the public on EMS, fire safety, and fire prevention through public speeches and demonstrations.
18. Perform other related duties as required to mitigate the situation at hand.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employee and employer and is subject to change by the employer as the needs of the employer and requirements of the job change.

Knowledge, Abilities and Skills Required

Knowledge of:

The Firefighter/EMT must have basic knowledge of computers and related programs, modern firefighting techniques and strategies, technical rescue, modern emergency medical practices and procedures and all other tasks that a Firefighter/EMT may encounter. The Firefighter/EMT should have a good knowledge of EMS best management practices, and advanced knowledge of the current EMS reporting system (TEMSIS) used by the Town of Barrington. Must have knowledge of modern EMS equipment and supplies.

Ability to:

Must possess the ability to write reports, requests, or correspondence. Must be able to effectively verbally communicate with the public, Town officials, and members of the department. Must have the ability to follow written and oral instructions. Must have the ability to establish a good working relationship with peers and supervisors. Must be able to work under physically and emotionally stressful situations. Must have the ability to adapt to the ever changing dynamics of the situation at hand. Must have the ability to meet the demanding physical requirements of the position including, but not limited to lifting, moving, climbing, running, pulling and crawling. Ability to read and comprehend town and department policies.

Skills in:

Must be skilled in the proper operation of modern firefighting and EMS equipment. Must maintain skills that are consistent with providing quality pre-hospital care, as well as quality firefighting & rescue skill sets. Superior interpersonal skills especially when dealing with the public.

Desired Training & Experience

High school graduate or equivalent, Associates degree in fire science desired, Two years' experience in a municipal fire department that includes medical transport services or related EMS services in the private sector. Must be certified by National Registry of EMT's as an EMT, AEMT or Paramedic. NH certified or pro-board certified Firefighter II.

Minimum Requirements

Must have passed the New Hampshire Fire Standards and Training entrance exam and job based physical ability test. Must hold a valid N.H. providers license as an EMT, AEMT, EMT-I, or Paramedic Must be able to successfully complete a pre-employment physical including an EKG and drug and alcohol test. Must acquire and maintain, as a condition of employment, a CDL-B with tank and air brake endorsements within 6 months of hire. Must maintain a current DOT physical card and random drug and alcohol screening as a condition of employment. Employee must be available 24 hours a day to meet the needs of emergency situations;

Work schedules may vary and shall be subject to change based on the needs of the Barrington Fire & Rescue Department. Overtime and off scheduled days may be required without notice.

Public contact

By the very nature of your employment as a Firefighter/EMT, this position requires interaction with the public, other fire departments, local emergency medical personnel, hospital staff, local, state or federal law enforcement personnel, local, state or federal officials etc. It is expected that the Firefighter/EMT shall use courtesy, discretion, confidentiality and sound judgment at all times.

Sensory Requirements

For communicating with others, good talking skills are required, for taking instruction from others, good hearing is required and for doing the job effectively and correctly, good sight is required.

Physical requirements

The demands of this job require that the Firefighter/EMT possess the ability to move about freely without restriction due to physical injury, illness or handicap.